

MUNICIPAL SOLID WASTE WORKSHEET FOR RECYCLING PROFESSIONALS

This worksheet is designed for use by Recycling Coordinators after recycling surveys have been received or entered directly into Re-TRAC, thereby guiding Recycling Coordinators to determine if the material reported from outside sources is considered MSW.

1. Is everything that was reported actually generated in _____ County during FY10?

No: Stop. These numbers do not count.

Yes: Continue

2. Is the material you are reporting a result of/or from:

- The manufacturing process;
- Industrial applications;
- Pre-consumer waste (i.e. the material/by-product DID NOT reach the intended end user);
- Automobile bodies ;
- Construction and demolition debris;
- Natural disasters; or
- Being used as alternative daily cover?

No: Continue

Yes: Stop. This material is not measured as MSW. Re-TRAC has specific categories to include this data.

3. Is the material being reported as recycled a result of traditional office programs (such as aluminum cans, water bottles, office paper) OR the recycling of packaging (like shrink wrap, wood pallets, cardboard boxes) that brought in raw material or equipment for use in the organization.

Yes: These numbers can be included in your solid waste progress report. Always convert to pounds or tons (1 ton = 2000 pounds).

No: Stop. This waste is not measured as MSW. Re-TRAC has specific categories to include this data.

Other points to note:

MSW recycling activities are narrowly defined.

You count residential and commercial waste as noted in the FY08 progress report packet. And industry will generate SOME types of commercial recyclables, through recycling of office waste (paper), employee waste (soda cans and water bottles, food waste - only if they compost) and packaging (cardboard boxes, shrink wrap, wood pallets) that is counted as MSW. But waste generated on the processing side of the industry (while reported in Re-TRAC) will not count towards the MSW recycling rate.

Likewise, if you are using a processor of recyclables as your source for recycling numbers, you need to be able to identify exactly where that material came from (i.e. county, business). Or have the processor tell you whom they are reporting on behalf of to avoid double counting.